



TOWN OF CLINTON

PERSONNEL BOARD

242 Church Street

Clinton, Massachusetts 01510

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Posting Notice & Agenda

February, 27, 2011 at 6:30 pm in the 2nd floor conference room of Town Hall

A. Called to order at ____ pm & was quorum requirement met ____?

B. Scheduled meetings with department heads and others:

Michael Ward, Town Administrator – personnel matter

Michael Digisi and George Kittredge, Clinton Retirement Board –
Retirement Board Administrator position matter

C. Review past meeting minutes of: January 27, 2012

D. New Business:

1. Town Hall Building Manager job description and salary

E. Old Business:

PB records retention and destruction program

F. Pending Issues:

1. Election of a new Recording Secretary
2. Proposed future PB bylaw changes.
3. Additional new PB member

G. Open Discussion:

H. Adjournment at ____ pm.

Dated: 02/23/12